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24 JUL 1981

MEMORANDUM FOR: Chief, Information Management Staff, DO

VIA: Deputy Director for Administration

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Sole-Source Procurement of Automation  
Equipment for Project CRAFT

REFERENCE: Memo for D/L fm C/IMS, dtd 2 Jul 81,  
Same Subject (DO/IMS 81-349, OL 1-2780)

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Bill:

1. I have reviewed the referent memo and concur in proceeding with the sole-source procurement of Wang terminals to be installed in Directorate of Operations (DO) overseas field stations. Such concurrence is limited to test bed installation in eight stations, as set forth in paragraph 2e of referent memo, and does not establish a precedent for subsequent procurements for the CRAFT System. I view this award for eight systems as an interim milestone in the CRAFT Program which permits DO and the Office of Communications (OC) to gain working knowledge in an overseas environment as quickly as possible. The acceptance of the referent memo as the sole-source justification does not negate the necessity of your office also providing the system study required for compliance with the GSA Delegation of Procurement Authority (DPA). I would hope that this could be completed before the interim procurement is initiated in FY-82, in line with the course of action proposed below.

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2. While recognizing the operational need to proceed with the eight interim systems, I believe we have time to develop a coherent procurement plan for not only the subsequent CRAFT System but also the Agency's family of standard word processors. I would like to propose the following rationale for your consideration. It would also require the concurrence of the Deputy Director for Administration (DDA) and the Director, Office of Data Processing (D/ODP), which I hope would be forthcoming:

a. Procure the eight Wang systems as interim field operational test bed installations.

b. The Information Management Staff (IMS) would complete the definitive study of CRAFT requirements by 31 January 1982.

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c. ODP would also complete the definitive study of Agency requirements for a family of standard word processors by 31 January 1982.

d. OL would circulate a draft RFP on or about 1 October 1981 to Industry for comments. The draft RFP would encompass the ODP and IMS word processor requirements as now known.

e. A definitive RFP would be issued 31 March 1982. This solicitation would take into account Industry comments on the draft RFP as well as the inputs from the final definitive studies in "b" and "c" above.

f. Contract award would be made 1 August 1982.

g. Delivery of initial units would be required by 1 October 1982. [ ]

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3. The above plan entails the commitment of IMS to employ the standard word processor and ODP's agreement to encompass overseas requirements in the RFP. Also, ODP's agreement to slip the currently planned acquisition process for 6 months would be required. I believe the benefits to be derived from a common or standard system would be substantial, in terms of the cost of logistical support, training, and technical problems inherent in multiple vendor systems. [ ]

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4. If, in your opinion, the above proposal has merit, I suggest that we meet again with the DDA and D/ODP. [ ]

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[ ]  
James H. McDonald

cc: DDA (2)  
D/ODP

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D/L: JHMcDonald:mcb, [ ] (23 Jul 81)

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